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Guidelines

6 April 1978

MEMORANDUM FOR: Acting Legislative Counsel
FROM : Chief, Congressional Support Staff, NFAC
SUBJECT : Proposal to Provide Unclassified Material
to Oversight Committee Members

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1. Some time ago [redacted] and I discussed the idea of providing the members of our Committees with unclassified NFAC products. [redacted] has completed a draft proposal for the DCI which we have cleared with [redacted]. The draft is attached.

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2. In approaching this, we considered a number of alternatives involving wider dissemination and discussed the problems with appropriate NFAC offices. We all agreed that there would be some very considerable problems involved in trying to make all unclassified publications available to everyone on the Hill. The present proposal, which we feel is manageable, would accomplish what the Director wants to do without establishing an elaborate direct mailing operation or otherwise straining the bureaucratic machinery.

3. We would be happy to discuss this with you if you wish but would like to send the proposal forward through your office to the Director by 11 April.

STAT

Attachment: a/s

DRAFT

(5 April 1978)

MEMORANDUM FOR: Director of Central Intelligence
FROM : Acting Director, National Foreign Assessments Center
SUBJECT : Providing Unclassified Publications to Congress

1. Action Requested: That you approve a pilot program for regularly sending personal copies of most CIA unclassified publications to the 88 members of the House and Senate committees and subcommittees with a CIA oversight role.* Other members of Congress could be added to the subscription list if they requested it. One-time requests for unclassified publications from any member would still be serviced as they are now.

2. Staff Position: Current practice is to make available several copies of a newly issued unclassified publication to the staff chiefs of all eight committees having a CIA

*Defined as: Senate Select (full committee), Senate Foreign Relations (full committee), Senate Appropriations/Defense Subcommittee, Senate Armed Services/Intelligence Subcommittee, House Select (full committee), House International Relations (chairman and subcommittee chairmen), House Appropriations/Defense Subcommittee, House Armed Services/Intelligence Subcommittee.

oversight role.. In addition, we service all ad hoc Congressional requests for unclassified material. Many members, however, rarely see these publications and are not aware of the wide range of information available. We have looked at a variety of ways in which this situation might be improved.

Because of manpower constraints, the most workable option would be to provide unclassified publications directly to the 88 members of the committees and subcommittees with a CIA oversight role. The program would be initiated by a letter from you to each selected member (Attachment 1). The letter would offer the member the chance to receive regularly one or more of our periodical publications--such as the FACTBOOK--as well as those portions of our ad hoc unclassified output which are of interest to him. It is pointed out in the letter that we are not equipped to handle constituent requests for unclassified publications.

This program would attempt to achieve the goal of increased use of CIA's unclassified publications by focusing on the congressmen and senators with the most reason to be interested in the Agency's work. The result would be that key members would have an opportunity to get better acquainted with the quality and range of our unclassified publications program. The NFAC Congressional Support Staff (CSS) would screen out publications of

limited interest to reduce the possibility of complaints about the CIA spending its time and money on obscure projects.

CSS would continue to service all ad hoc Congressional requests for unclassified material as it does now. If a member of Congress not included in the recommended program should ask to subscribe regularly to CIA unclassified publications, the request would be honored. In this way, we would expect the subscription list to grow of its own accord. After acquiring some experience with the recommended program, however, we would want to look into the possibility of further expanding the list of subscribers.

3. Recommendation: That you approve the plan whereby the members of House and Senate committees and subcommittees with a CIA oversight role would be offered the opportunity to receive unclassified CIA publications on a regular basis.

Sayre Stevens

Attachment: as stated

SUBJECT: Providing Unclassified Publications to Congress

APPROVED:

Director of Central Intelligence

Date

DISAPPROVED:

Director of Central Intelligence

Date

Distribution:

Orig - Addressee
1 - DDCI
1 - ER
1 - CLC
1 - A/D/NFAC
1 - C/PPG
1 - D/OCR
1 - CSS/NFAC

STAT NFAC/CSS/ [redacted] (5 Apr 78)

DRAFT

ATTACHMENT 1: Possible Letter to Members

Honorable _____

Dear Senator (or Mr.) _____:

As you know, the Central Intelligence Agency publishes unclassified reports dealing with a variety of topics. Normally these are distributed to interested individuals and institutions through the Library of Congress. I personally place a great deal of importance on this program. While it is vitally necessary to maintain the security of intelligence that is truly sensitive, it is possible to make other information and analysis available on an unclassified basis and thus to contribute to the public's understanding of important issues.

If it would be useful to you, we are prepared to send you our unclassified publications on a regular basis. To give you an idea of what would be involved, there were 152 unclassified publications in 1977. A number of these are periodicals, such as the Economic Indicators Weekly Review. Other ad hoc publications deal with topics such as the Soviet leadership, the Chinese economy, and the world energy outlook.

You may wish to select those areas of particular interest to you or you may wish to receive all of our unclassified publications. Please indicate your preference on the attached reply form. Unfortunately, we do not have the facilities to service constituent requests for unclassified CIA material. You may, however, wish to direct your constituents to the Document Expediting Service of the Library of Congress, through which CIA's unclassified publications may be ordered.

I hope this program will prove useful to you and I would welcome your participation.

Yours sincerely,

STANSFIELD TURNER

Attachment: a/s

DRAFT

TO : Office of Legislative Counsel
Central Intelligence Agency
Washington, D.C.

FROM: _____

Please send the following unclassified CIA publications on a regular basis:

Periodical Publications:

- Chiefs of State and Cabinet Members of Foreign Governments (monthly)
- International Energy Biweekly Statistical Review (biweekly)
- Economic Indicators Weekly Review (weekly)
- National Basic Intelligence Factbook (semi-annually)

Ad Hoc Publications:

- Wish to receive all ad hoc publications

Wish to receive only those ad hoc publications dealing with:

- Economics - Worldwide
- Political Issues - Worldwide
- Soviet Union and Eastern Europe
- China
- Developing Nations